

# Freshmen Admissions Process

The first step on the path to becoming a C.S.H.M. Cardinal is completing the **Admissions Process**. Let's begin...

1. Fill out an application form and submit it with the \$50.00 non-refundable application fee to the Main Office at C.S.H.M. Once you have completed and turned in your application, your name will automatically be placed on our *Freshman Mailing List*. You may pick up financial aid information from the front office when you submit your application. Your application may be mailed or turned in manually—whatever works for you.
2. Once you have completed and turned in your application, you are automatically registered to take the **High School Placement Test**. Our placement test will be given on Saturday, January 31, 2009 at 8:00 am. If you feel that you are in need of some extra skills practice before you take the test, or, if you would just like to have an idea of what the test looks like, try getting a copy of Barron's How to Prepare for the HSPT at your local library or bookstore. You may find it helpful.
3. Attached to your application for admission is an *Elementary School Recommendation Form* which is to be completed by your eighth grade teacher and your school principal. It is your responsibility to give the recommendation to your teacher or principal. Once your recommendation form has been completed, it will be mailed by your school (with copies of your eighth grade report card and cumulative grade card) back to C.S.H.M. All this information must be received from your elementary school before you can be accepted for admittance. Be sure to thank your teachers and principal for completing this information for you.
4. Acceptance into C.S.H.M. is based on your academic and disciplinary records, teacher-principal recommendations, test scores, and all other applicable information. At C.S.H.M., **we evaluate the whole person, because we believe that you are more than just a test score.**
5. After the Admissions Committee has reviewed all relevant information, notification letters are mailed home. The mailing date this year is March 7, 2008. In this mailing, you will receive an appointment time for Registration Day and notification of financial aid award (if applicable).

*If you have any questions or concerns regarding testing, admissions, or general school procedure/information, contact Annette Chambers, Admissions Director at 323-887-2066, ext. 29.*